



Recharter 2011 Calendar

By Date	Event	Information
9/23	Invite	Invite goes out to all units asking for their attendance at their District's October Roundtable for Recharter Kickoff & Training.
10/1	Online Recharter becomes live	This is the first day possible to start the online recharter process
10/28	October Roundtable	Hold October District Roundtables, include Recharter Kickoff & Training. All commissioners should be in attendance. Kickoff/Training – Pass out recharter packets & online access codes to units. As packets are passed out by unit commissioner, a date should be set for the commissioner and unit leader to meet to work on the unit's recharter and Journey to Excellence score sheet. In addition, during the recharter training highlight key dates on this timeline.
10/28-11/25	Commissioner Visits	Commissioners conduct unit visits as mentioned above.
11/11	Online Recharter Process-Steps 1 & 2 Completed	Step 1 (Load Roster) & 2 (Update Roster) of online recharter process completed.
11/18	Collect Fees	Units have all recharter fees collected from returning and new members (both youth & adult).
11/30	Online Recharter Process-Step 3 & 4 Completed	Step 3 (Check Roster) & 4 (Update Fees) of online recharter process complete.
11/30-12/8	District Recharter Party	Each District conducts a Recharter Party at their Roundtable or other appropriate District Meeting.
12/8	Online Recharter Process-Step 5 Completed	Step 5 (Submit Roster) of online recharter process completed and printed copy with appropriate signatures and money is submitted to commissioners or District Executive at Recharter Party.
12/16	Recharter Turned In	All recharters turned in across the council, units notified of any deficiencies.
12/30	Deficiencies Cleared Up	District Executive will coordinate with Commissioners on clean up plan for recharter errors.